

10/22/87
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The COUNCIL for TOBACCO RESEARCH -
U.S.A., INC.

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Return postage guaranteed.

Human Subjects

For any studies that involve human subjects, the Council requires annual institutional certification that adequate informed consent has been obtained. This will be done on a form furnished by the Council.

Completeness of Applications

Please provide all information and signatures requested on application forms. Use additional sheets as necessary. The accompanying check-off sheet contains more specific information.

Submission of Grant Applications

Deadlines for submission of all copies of a full application are November 30 and May 31. Normally grants are made for a period of one year with activation on January 1 or July 1. A renewal application with status report must be filed 7 months before the anniversary date of the grant. This is the grantee's responsibility. A formal progress report is always required upon termination of any CTR project.

Grants in Amounts Less Than Requested

Sometimes grants are made in amounts less than requested. In such event, a revised budget including new signatures must be submitted.

Priority in Awarding Renewals

Although grants can be made for one year only, many studies are designed to extend over a longer period. In these cases, consideration will be given to renewed support up to an inclusive total of three years in annual competition for available funds. Nevertheless, a renewal application and appropriate status report are required each year before the request can be considered.